

C-O-N-F-I-D-E-N-T-I-A-L

CODIB-SCC-M-3
24 May 1961

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

Subcommittee on Classification

Minutes of Third Meeting, 18 May 1961

Members Present:

ARMY - Maj. Sarah Sanders

NAVY - Mrs. K.C. Young

AIR - Mr. Charles Stein

NSA - [REDACTED]

CIA - [REDACTED]

Others Present:

AIR - Mr. John Mosenthal

CIA - [REDACTED]

1. The minutes of the 4 January 1961 meeting were approved as written.
2. The types of changes (Attachment) and specific procedures for revising the ISC were then discussed.
3. Mrs. Young questioned whether some of the recent revisions requested by the Air Force were counter to the philosophy of the ISC, e.g., repetition of subject breakdowns under types of aircraft in lieu of modifiers. Mr. Stein explained that the added codes obviated the need for repetitive coding and phrasing in their [REDACTED] System. This was illustrated by explaining the coding required when several types of aircraft were listed in one report.
4. There was a lengthy discussion whether revisions to the ISC might at times need to be dictated by the exigencies of machine systems (e.g., phrasing in [REDACTED]). It was admitted that although this is contrary to true classification theory the Subcommittee would have to be guided in some cases by machine techniques.

C-O-N-F-I-D-E-N-T-I-A-L

C-O-N-F-I-D-E-N-T-I-A-L

-2-

- 25X1A
5. Mr. Stein stated that the notation in the final edition of the ISC was not pure hierarchy and was contrary to the original philosophy of the code. The group was reminded, however, that in adopting the [REDACTED] Report for the notation, a modified hierarchy was accepted. (Reference - CODIB-ISC-M-5, dated 16 July 1959). It was pointed out that on page iii of the Introduction to the ISC the notation scheme is described as a modified hierarchical system.
 6. The following revision procedure was agreed upon subject to approval of the CODIB:
 - a. Each member reviews suggested changes proposed by his Agency to determine if needed and why.
 - b. Forwards change to CIA, Chief, Document Division, OCR for preliminary coordination with the members mostly concerned.
 - c. After informal coordination, passes to Chairman, Subcommittee on Classification, who forwards copies to all members.
 - d. Members advise the Chairman within 30 days if they have any objections to proposed change and if so, why.
 - e. If no objections by members, the change will be included in a quarterly amendment. If objected to, the change will be put on the agenda for a Subcommittee meeting so that differences may be resolved.
 - f. Members will maintain control of revisions used prior to issuance of quarterly amendment so appropriate adjustments can be made if any proposed revisions are not approved.
 7. Proposed Air Force changes attached to Agenda for Meeting (SCC-A-3, 8 May 1961):
 - a. [REDACTED] discussed the pros and cons of the changes and Air Force agreed that the following recommended codes could be accommodated in other ways:

504.110 and 506.210 Branch Reads - Use instead modifier 079 (Possible, Suspicious, Unusual, or Suspected) if it is desired to index a guided missile location indicator.

367.401 Powder Metallurgy, General - Add adequate cross reference note under 367.400 to read "For Powder Metallurgy use 621.000 Section with modifiers 80 and 115."
- 25X1A

C-O-N-F-I-D-E-N-T-I-A-L

C-O-N-F-I-D-E-N-T-I-A-L

-3-

630.410 Peaceful Uses of Atomic Energy - Add instead:
381.200 Peaceful Uses of Atomic (Nuclear) Energy

381.210 Medical

381.220 Agricultural

381.230 Industrial

b. 621.201 High Temperature and Heat Resistant Non-Ferrous Metals - accepted.

c. 658.000 Airfield Auxiliary Equipment - Further discussions are necessary between [REDACTED] and Air Force.

d. [REDACTED] suggested that another code be added: 381.110 Nuclear Weapons Testing Sites.

8. Reprinting of the ISC.

The members decided to hold in abeyance consideration of reprinting the ISC until the Navy has gained more experience in its actual use and the Army has had a chance to test it for their system.

9. Major Sanders raised the question of the value of coding the NIS for community use according to the ISC in order to disseminate information on a selective basis to persons responsible for the various sections. This was discussed briefly but no conclusion was reached.

25X1A [REDACTED]

Secretary

Attachment

As stated above.

C-O-N-F-I-D-E-N-T-I-A-L

Attachment
CODIB-SCC-M-3
24 May 1961

Types of Revisions to the ISC

1. Simple addition - new code to take care of desired allocation for specific retrieval; cannot be taken care of by using a modifier.
2. Simple deletion - because another code is added.
3. Modifier addition.
4. Modifier deletion.
5. Modifier change in rules for application and cross reference.
6. Change of code definition.
7. Change of code rule (subject; area).
8. Change of code inclusions note.
9. Change of code "see also" note.
10. Revision to take care of procedural requirement.
11. Revision to take care of machine requirement.
12. Alphabetical Index to ISC.
13. Area Classification Code.